



July 18, 2006

**SUBJECT: Boards and Commissions Quarterly Attendance (Spring 2006)  
Information Only****REPORT IN BRIEF**

Attached is a compilation of the attendance reports (Attachment A) from all Boards and Commissions for the period of Summer 2005 through Spring 2006. Those members with substandard attendance, pursuant to either Sunnyvale Charter Section 1005 or Council Policy 7.2.12 have been identified.

During the period covered in this report, a total of 52 hours of meetings were held by nine boards and commissions. It is noted that the Board of Building Code Appeals did not meet during the period covered in this report.

**BACKGROUND**

The quarters covered in this report are as follows:

Summer 2005	-	July 1 – September 30, 2005
Fall 2005	-	October 1 – December 31, 2005
Winter 2006	-	January 1 – March 31, 2006
Spring 2006	-	April 1 – June 30, 2005

**EXISTING POLICY**

Council Policy 7.2.12 identifies attendance concerns as a member attending “less than 75 percent of the regularly scheduled meetings and/or two consecutive unexcused absences in 12 months”. This policy further states that if attendance issues are identified, the Mayor may send a letter (with a reminder of the City’s attendance requirements) to the member asking for improved attendance. A revised attendance issue letter was created at the beginning of 2006 which was designed to be more of a friendly reminder to those members who have missed some meetings.

Section 1005 of the Charter states that if a member of a board or commission has three consecutive unexcused absences from regularly scheduled meetings, the Council will declare the member’s seat vacant.

## **DISCUSSION**

During the period covered in this report, the following attendance concerns are brought to Council's attention:

Those with attendance of less than 75 percent of the regularly scheduled meetings are:

<u>Name</u>	<u>Board/Commission</u>	<u>Percentage of Attendance</u>
Cynthia Cotton	Bicycle and Pedestrian Adv. Comm	71%
Thomas Reuner	Bicycle and Pedestrian Adv. Comm	71%
Angela Carmack	Child Care Advisory Board	50%
Maxine Shea	Child Care Advisory Board	25%
Lisa Taiz	Child Care Advisory Board	67%
Armit Verma	Heritage Preservation Commission	71%
Micki Falk	Housing and Human Services	67%
Damon Kali	Housing and Human Services	67%
James Fussell	Planning Commission	74%

Individual with two consecutive unexcused absences during this quarter:

<u>Name</u>	<u>Board/Commission</u>
None	

Pursuant to Council Policy 7.2.12, the City Clerk's office will prepare draft letters to those referenced above for the Mayor's consideration.

Reviewed by:

Robert Walker, Assistant City Manager  
Prepared by: Janice Clark, Deputy City Clerk

Approved by:

Amy Chan  
City Manager

## **Attachments**

- A     Compilation of Boards and Commission Attendance Reports  
         (Summer 2005-Spring 2006)

**Quarterly Boards & Commissions Meeting Attendance Report**  
**Summer 2005 through Spring 2006**

<b>Arts Commission</b>	<b>Summer 2005</b>			<b>Fall 2005</b>			<b>Winter 2006</b>			<b>Spring 2006</b>			<b>YTD</b>		
	Mtgs. 2			Mtgs. 3			Mtgs. 3			Mtgs. 1			9		
	Pres.	Abs	Unex	Pres.	Abs	Unex	Pres.	Abs	Unex	Pres.	Abs	Unex	Pres.	Abs	Unex
Carney, Dixie*	*	*	*	*	*	*	3	0	0	1	0	0	4	0	0
Draganowski-Davis, Monica	2	0	0	3	0	0	3	0	0	0	1	0	8	1	0
Fenton, Charlie**	**	**	**	**	**	**	3	0	0	1	0	0	4	0	0
Harper, Wallace	2	0	0	3	0	0	3	0	0	1	0	0	9	0	0
Obrey, Robert	2	0	0	3	0	0	3	0	0	1	0	0	9	0	0
Meeting Hours	2.40			3.40			3.10			1.25			0.00		

\*Resigned 3/17/05 / Re-appointed 1-11-06

\*\*Appointed 1-11-06

<b>Bicycle and Pedestrian Advisory Committee</b>	<b>Summer 2005</b>			<b>Fall 2005</b>			<b>Winter 2006</b>			<b>Spring 2006</b>			<b>YTD</b>		
	Mtgs. 3			Mtgs. 3			Mtgs. 4			Mtgs. 4			14		
	Pres.	Abs	Unex	Pres.	Abs	Unex	Pres.	Abs	Unex	Pres.	Abs	Unex	Pres.	Abs	Unex
Cotton, Cynthia	3	0	0	2	1	0	3	1	0	2	1	1	10	3	1
Durham, Ralph	3	0	0	3	0	0	4	0	0	4	0	0	14	0	0
Gras, Gerald	2	1	0	2	1	0	4	0	0	3	0	1	11	2	1
Jackson, Kevin	3	0	0	3	0	0	4	0	0	4	0	0	14	0	0
Mayer, Thomas	3	0	0	3	0	0	4	0	0	3	1	0	13	1	0
Stawicke, Andrea	2	1	0	3	0	0	3	1	0	3	1	0	11	3	0
Reuner, Thomas	1	2	0	3	0	0	3	1	0	3	0	1	10	3	1
Meeting Hours	9.30			6.30			6.30			8.75					

**ATTACHMENT A**

Board of Building Code Appeals	Summer 2005			Fall 2005			Winter 2006			Spring 2006			YTD		
	Mtgs. 0			Mtgs. 0			Mtgs. 0			Mtgs. 0			0		
	Pres.	Abs	Unex	Pres.	Abs	Unex	Pres.	Abs	Unex	Pres.	Abs	Unex	Pres.	Abs	Unex
Faravelli, Ted	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Ghaffary, Darab	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Pal, Nick	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Meeting Hours	0			0			0			0					

Board of Library Trustees	Summer 2005			Fall 2005			Winter 2006			Spring 2006			YTD		
	Mtgs. 4			Mtgs. 3			Mtgs. 3			Mtgs. 3			13		
	Pres.	Abs	Unex	Pres.	Abs	Unex	Pres.	Abs	Unex	Pres.	Abs	Unex	Pres.	Abs	Unex
Flaherty, Thomas	4	0	0	3	0	0	2	1	0	3	0	0	12	1	0
Griffith, James	4	0	0	3	0	0	3	0	0	3	0	0	13	0	0
Lilly, John*	4	0	0	3	0	0	3	0	0	2	1	0	12	1	0
Meagher, Kathleen	4	0	0	3	0	0	3	0	0	3	0	0	13	0	0
Wanigatunga, Roland	3	1	0	3	0	0	2	1	0	2	1	0	10	3	0
Meeting Hours	6.10			4.20			3.30			4.80					

\*Appointed 7-1-05

Child Care Advisory Board	Summer 2005			Fall 2005			Winter 2006			Spring 2006			YTD		
	Mtgs. 1			Mtgs. 1			Mtgs. 1			Mtgs. 1			4		
	Pres.	Abs	Unex	Pres.	Abs	Unex	Pres.	Abs	Unex	Pres.	Abs	Unex	Pres.	Abs	Unex
Carmack, Angela	1	0	0	1	0	0	0	1	0	0	1	0	2	2	0
Gutierrez, Emily	0	1	0	1	0	0	1	0	0	1	0	0	3	1	0
Jevons, Carole	1	0	0	1	0	0	1	0	0	0	1	0	3	1	0
Ozdemir, Hilal	1	0	0	1	0	0	0	1	0	1	0	0	3	1	0
Sell, Jacqueline	1	0	0	0	1	0	1	0	0	1	0	0	3	1	0
Shea, Maxine	1	0	0	0	1	0	0	1	0	0	1	0	1	3	0
Lisa Taiz*	*	*	*	0	0	1	1	0	0	1	0	0	2	0	1
Meeting Hours	2.00			1.30			1.00			2.00					

\*Appointed 7-1-05

Heritage Preservation Commission	Summer 2005			Fall 2005			Winter 2006			Spring 2006			YTD		
	Mtgs. 2			Mtgs. 2			Mtgs. 1			Mtgs. 2			7		
	Pres.	Abs	Unex	Pres.	Abs	Unex	Pres.	Abs	Unex	Pres.	Abs	Unex	Pres.	Abs	Unex
Hopkins, Dawn	2	0	0	2	0	0	1	0	0	2	0	0	7	0	0
Kausek, Rose	2	0	0	2	0	0	1	0	0	2	0	0	7	0	0
Love, Neil	2	0	0	2	0	0	1		0	2	0	0	7	0	0
McQueen, Brian**	**	**	**	0	0	2	**	**	**	**	**	**	**	**	**
Shoemaker, Jane*	*	*	*	2	0	0	*	*	*	*	*	*	*	*	*
Stanek, Jeanine***	***	***	***	***	***	***	1	0	0	2	0	0	3	0	0
Tafel, Sherri***	***	***	***	***	***	***	1	0	0	2	0	0	3	0	0
Verma, Armit	2	0	0	0	0	2	1	0	0	2	0	0	5	0	2
Meeting Hours	2.45			4.30			0.45			4.00					

\*Term ended 6/04; filled in temporarily; reappointed on 9/20/05 through 12/05

\*\*Term ended 6/05; reappointed on 9/20/05 through 12/05

\*\*\*Appointed 1-11-06

Housing and Human Services	Summer 2005			Fall 2005			Winter 2006			Spring 2006			YTD		
	Mtgs. 2			Mtgs. 2			Mtgs. 4			Mtgs. 2			10		
	Pres.	Abs	Unex	Pres.	Abs	Unex	Pres.	Abs	Unex	Pres.	Abs	Unex	Pres.	Abs	Unex
Andersen, Ann*	*	*	*	*	*	*	4	0	0	2	0	0	6	0	0
Callan, James	2	0	0	2	0	0	2	2	0	2	0	0	8	2	0
Falk, Micki*	*	*	*	*	*	*	3	1	0	1	1	0	4	2	0
Kali, Damon*	*	*	*	*	*	*	2	2	0	2	0	0	4	2	0
Keeler, Charles	2	0	0	2	0	0	4	0	0	1	1	0	9	1	0
Meyering, Patrick	2	0	0	2		0	4	0	0	1	1	0	9	1	0
Persyn, Timothy	2	0	0	1	1	0	4	0	0	2	0	0	9	1	0
Seshadri, Jana	2	0	0	2	0	0	2	2	0	2	0	0	8	2	0
Steward, Chad**	2	0	0	2	0	0	4	0	0	1	**	**	**	**	**
Meeting Hours	5.00			5.00			11.00			4.00					

\*Appointed 1-11-06

\*\*Resigned 5-15-06

Parks and Recreation Commission	Summer 2005			Fall 2005			Winter 2006			Spring 2006			YTD		
	Mtgs. 5			Mtgs. 3			Mtgs. 4			Mtgs. 4			16		
	Pres.	Abs	Unex	Pres.	Abs	Unex	Pres.	Abs	Unex	Pres.	Abs	Unex	Pres.	Abs	Unex
Chuck, Howard	5	0	0	2	1	0	3	1	0	4	0	0	14	0	0
Kinder, Robert	5	0	0	3	0	0	4	0	0	4	0	0	16	0	0
Lawson, Robert	5	0	0	3	0	0	4	0	0	3	1	0	15	1	0
Locke, Robert	5	0	0	3	0	0	4	0	0	4	0	0	16	0	0
Oliver, Richard	5	0	0	3	0	0	4	0	0	4	0	0	16	0	0
Meeting Hours	6.30			6.45			4.30			5.20					

Personnel Board	Summer 2005			Fall 2005			Winter 2006			Spring 2006			YTD		
	Mtgs. 3			Mtgs. 0			Mtgs. 1			Mtgs. 0			4		
	Pres.	Abs	Unex	Pres.	Abs	Unex	Pres.	Abs	Unex	Pres.	Abs	Unex	Pres.	Abs	Unex
Agabah, Frank	3	0	0	0	0	0	1	0	0	0	0	0	4	0	0
Bushman, Karen*	1	2	0	*	*	*	*	*	*	*	*	*	*	*	*
Gans, Werner	3	0	0	0	0	0	1	0	0	0	0	0	4	0	0
Ketzel, Marc**	2	0	1	**	**	**	**	**	**	**	**	**	**	**	**
Nickey, Judith***	***	***	***	***	***	***	***	***	***	0	0	0	0	0	0
Saprai, Stephanie	2	0	1	0	0	0	1	0	0	0	0	0	3	0	1
Meeting Hours	1.10			0.00			0.37			0.00					

\*Resigned 11-27-05

\*\*Resigned 10-8-05

\*\*\*Appointed 1-11-06

Planning Commission	Summer 2005			Fall 2005			Winter 2006			Spring 2006			YTD		
	Mtgs. 7			Mtgs. 6			Mtgs. 7			Mtgs. 7			27		
	Pres.	Abs	Unex	Pres.	Abs	Unex	Pres.	Abs	Unex	Pres.	Abs	Unex	Pres.	Abs	Unex
Babcock, Laura	7	0	0	5	1	0	6	1	0	7	0	0	25	2	0
Fussell, James	6	1	0	3	3	0	6	1	0	5	2	0	20	7	0
Hungerford, Charles	7	0	0	5	1	0	7	0	0	7	0	0	26	1	0
Klein, Larry	7	0	0	6	0	0	6	1	0	7	0	0	26	1	0
Moylan, Christopher*	6	1	0	4	1	0	*	*	*	*	*	*	*	*	*
Simons, David	7	0	0	6	0	0	6	1	0	6	1	0	25	2	0
Sulser, Brandon	7	0	0	6	0	0	7	0	0	7	0	0	27	0	0
Meeting Hours	26.00			18.45			18.30			21.90					

\*Resigned 11/29 -Elected to City Council